

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	18522	Agenda Number	49.
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Meeting Date:	October 11, 2012
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Department:	Purchasing
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## Subject

Authorize award and execution of a 36-month requirements service contract with NORFOXX REFRIGERATION INC. for refrigerator and freezer maintenance and repair for the Austin Police Department Evidence and Forensics Unit in an estimated amount not to exceed \$48,300, with three 12-month extension options in an estimated amount not to exceed \$16,100 per extension option, for a total estimated contract amount not to exceed \$96,600.

## Amount and Source of Funding

Funding in the amount of \$14,758 is available in the Fiscal Year 2012-2013 Operating Budget of the Austin Police Department. Funding for the remaining 25 months of the original contract period and extension options is contingent upon available funding in future budgets.

## Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Sole bid received.
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Prior Council Action:	
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For More Information:	Colleen Athey, Senior Buyer, 974-2938
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Boards and Commission Action:	
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MBE / WBE:	This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
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Related Items:	
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## Additional Backup Information

This contract will provide on-site maintenance and repair for three walk in refrigerators and two walk in freezers located at the Evidence and Forensics Unit of APD.

Quarterly preventative maintenance and as-needed repairs shall be provided to these units which are utilized by APD to store evidence, DNA samples, body tissue samples, and other fluids.

MBE /WBE solicited: 10/0

MBE /WBE bid: 0/0

**BID TABULATION**

IFB No. CE A0055RE BID2

Refrigerator/Freezer Maintenance and Repair  
(3 line items)

**Vendor**

Norfoxx Refrigeration Inc.  
Round Rock, TX

**Total Price**

**\$16,100.00**

A copy of the complete bid tabulation is on file in the Purchasing Office and is on the City of Austin, FASD Purchasing Office website.

**PRICE ANALYSIS**

- a. Sole bid. The solicitation was originally advertised for a period of twenty-two days and the bid opening was extended fifty days in an attempt to increase vendor interest. Other Vendors were contacted and made a business decision not to submit a bid.
- b. One hundred and forty-four notices were sent, including ten MBEs. One bid was received. There are no known WBEs for this commodity code. The MBEs did not respond.
- c. This is the first contract of its type; therefore, there is no pricing history available.

**APPROVAL JUSTIFICATION**

- a. Sole bid received.
- b. The Purchasing Office concurs with the Austin Police Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.